

WOODROW WILSON REHABILITATION CENTER POLICIES AND PROCEDURES	
Title: TOBACCO PRODUCTS USE BY MINORS	
Policy Number: 5.25	
Effective Date: 10/1/96	Page 1 of 2
Lead Department: POST SECONDARY EDUCATION REHABILITATION PROGRAM (PERT)	

OBJECTIVE

To support the policy of a safe living and learning environment for the residents of WWRC and comply with the laws of the Commonwealth (Code of Virginia 18.2 - 371.2).

POLICY

WWRC offers a safe living and learning environment 24 hours per day 7 days per week, and operates as a drug free school zone. We recognize the Commonwealth’s statute (Code 18.2 - 371.2) prohibiting purchase and or possession of tobacco products by minors and sale of tobacco products to minors) to provide for a tobacco free environment for youth under the age of 18. Therefore, the following policy has been developed.

No person shall sell to or purchase for any person less than 18 years of age, knowing that such person is less than 18 years of age, any tobacco products, including but not limited to cigarettes and cigars. No person less than 18 years of age shall purchase or possess any tobacco product, including but not limited to, cigarettes and cigars.

The possession and or use of tobacco products by any person less than 18 years of age on WWRC property, in WWRC vehicles, or at WWRC sponsored functions/trips is prohibited. A violation of this policy is considered a serious incident and will result in a meeting with the student’s case manager. A second incident within a 30-day period will result in a parent/guardian notification and a third incident within this time will result in a team meeting.

Because their local school division sponsors students participating in any of the PERT Programs, accepted school policy regarding tobacco possession and use will be in effect for all PERT students regardless of age. Therefore, any student, regardless of age, enrolled through the PERT Program, will not possess and/or use tobacco products, consistent with School Board policies and practices of a drug free school zone. This policy applies on campus, on busses, and at all Center-sponsored activities.

PROCEDURE:

WWRC students who are less than 18 years of age are identified in the admissions process by using a side profile photo for their ID badges. WWRC staff who observe **any minor student** engaged in the act of smoking and/or using tobacco products or in the possession of same will intervene with the student in the following manner:

- The staff shall confiscate identified tobacco products;
- Complete written behavior incidents report to the case manager and turn the confiscated contraband to the Case Manager. The incident will be reported to the minor student's parent and the confiscated contraband will be turned over to the parent or guardian.
- The case manager and interdisciplinary team will then determine the appropriate consequences for the behavior based on the student's WWRC history.

WWRC staff who observes a **PERT** student in possession of or using any tobacco product will:

- Confiscate the tobacco product.
- Complete written behavior incidents report to the case manager.
- The case manager and interdisciplinary team will determine the appropriate consequences for the student's behavior. The consequences may range from meeting with the case manager, to an intervention, such as a behavior contract, temporary loss of privileges, recommendation to attend a Tobacco Education Program or other appropriate response.

Revised 1/98
Reviewed 9/99, 12/00
Revised 6/02
Reviewed 12/03
Reviewed 4/1/11